

Title: Summer Hunger AmeriCorps VISTA – FLIPANY
(Three positions)
Supervisor: Vice President for Hunger Relief via FLIPANY
Classification: Full Time, Non-Exempt – Summer AmeriCorps VISTA (Seasonal)
Date: June 7, 2021 – August 15, 2021

Purpose

There are more than 226,000 food insecure residents living in Palm Beach County since COVID-19. 1 in every 4 struggles to eat every day. Understanding the negative consequences of hunger, United Way of Palm Beach County is leading the fight against food insecurity in our county through implementing the Hunger Relief Plan in partnership with FLIPANY and other community partners. The project is focused on community empowerment using sustainable solutions to alleviate hunger in partnership with United Way of Palm Beach County Hunger Relief and FLIPANY’s Mobile Meal Program in The Glades area and Greenacres. The communities will be served through FLIPANY’s mobile meal delivery program for kids, nutrition education classes, and/or pop-up summer camp enrichment program.

Responsibilities

- Assist with day-to-day operations of mobile meal program
- Plan, coordinate, implement, and manage AmeriCorps Summer VISTA activities with the main focus on mobile meal program
- Assist with develop a plan and schedule for program in partnership with community partners
- Assist with coordination and oversee daily activities for meal delivery coordination
- Assist with nutrition education classes. Generate and secure materials, supplies and space for project Work with community partners to secure needs: location, materials, and supplies
- Coordinate and schedule the distribution of materials and supplies needed
- Assist with facilitation of nutrition education classes and/or pop-up summer camp enrichment program
- Develop materials for year-round project activities
- Work with FLIPANY/United Way of Palm Beach County, and community partners to identify, coordinate, and develop enrichment activities to include, substance abuse prevention and literacy
- Schedule activities and identify and secure resources needed
- Facilitate daily physical fitness and/or enrichment activities
- Conduct community outreach and awareness for FLIPANY’s mobile meal program
- Publicize mobile meal program
- Use social and local media to raise awareness of both the hunger that exists in Palm Beach County and the Hunger Relief Plan
- Perform neighborhood outreach or canvassing to children within the designated areas
- Other duties as assigned

Standards

- Excellent verbal and written communication skills
- Excellent research skills
- Ability to work with others, agencies, and volunteers
- Ability to solve problems independently, effectively, and creatively
- Demonstrate independence and high motivation
- Demonstrate outstanding interpersonal and organizational skills
- Flexibility
- Self-motivated, detail oriented, and highly-organized
- Ability to initiate and follow up on projects with minimal supervision
- Ability to work well under pressure
- Ability to track outcomes
- Proficient in Microsoft Office

- Ability to represent the United Way of Palm Beach County and FLIPANY in a professional manner

Physical Requirements

Ability to perform the above responsibilities

Application Process

Applicants should complete a VISTA application at <https://my.americorps.gov/mp/login.do>

I have read and understood the position responsibilities and standards for my position.

Signature

Date

Supervisor's Signature

Date